



This meeting is being recorded!

# TS-EAS

Thursday 24th of October

6am PST / 7am MST / 8am CST / 9am EST / 1 pm UTC /  
2pm BST / 3pm CEST, CAT / 4pm EEST / 6:30pm IST /  
9pm CST / 11pm AEDT

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**Karin: Welcome**

# Yogita: Notes

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# Karin: Membership and introductions

PHOTO TIME!!!!!!





# Some members are leaving

- Left by August 2024
  - Mpho Ngoepe
  - Jane Gorjevsky (Collection Management Section liaison to Outreach)



Thank you for your service!



# When you introduce yourself

- Short intro with name, time zone
- Do you get the emails sent to the TS-EAS email list?



## Re-appointed members of TS-EAS (3 years)

- Karin Bredenberg
- Silke Jagodzinski (previously ex-officio)
- Elizabeth Russey-Roke
- Martin Critelli
- Dia Kytta





## Newest member(s) of TS-EAS

- Yogita Sharma
  - 1 year appointment: Early-career member
- Eric Sonnenberg
  - 3 year appointment
- Kolbe Resnick
  - 3 year appointment



# Liaison with Standards Committee

- Lara Michels



# Liaison for our web pages

- Gerhard Müller, EAC webpage
- Glenn Gardner, EAD webpage



## Liaison to other sections

- Janaya Kizzie, EAS Section (until next August)
- Megan Mummey, Collection Management Section (from September)
  - Liaison to Outreach team, not attending this TS-EAS meeting



# The other members of TS-EAS

- Introduction round!

We will now take our new TS-EAS photo!

# Karin: Introduction to our different systems to use

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# Introduction to TS-EAS

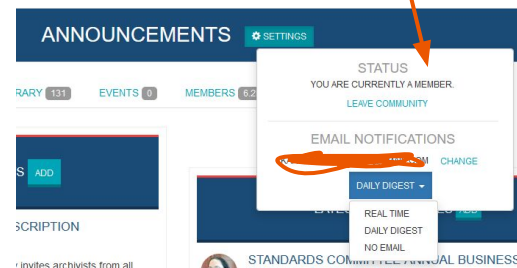
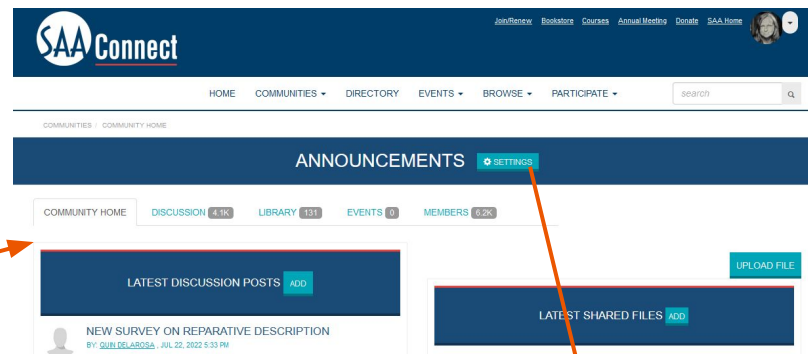
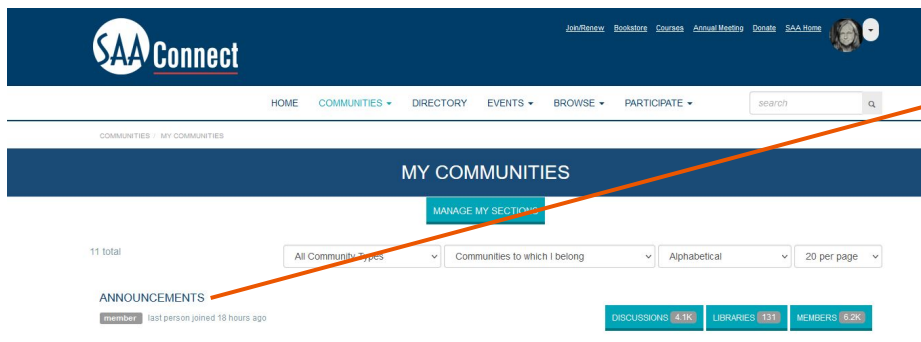
- Four committee-wide meetings per year
- Multiple subteams
  - <https://github.com/SAA-SDT/TS-EAS-subteam-notes/wiki/Sub-Teams-and-Charges#current-standing-sub-teams>
- Multiple communication formats
  - Official TS-EAS listserv ( [archivists-tseas@connectedcommunity.org](mailto:archivists-tseas@connectedcommunity.org) )
  - E-mail to TS-EAS forwarded to the co-chairs ( [ts-eas@archivists.org](mailto:ts-eas@archivists.org) )
  - Google Drive (for working documents)
  - GitHub (for meeting minutes, schemas, and committee documentation)
  - Slack (new channel for TS-EAS, should subteams want to use Slack)
- Check out the Handbook, particularly  
<https://github.com/SAA-SDT/TS-EAS-subteam-notes/wiki/Meeting-Policies-and-Procedures>

Next steps: make sure we have your **preferred email address** and **GitHub user account name**. If you do not use GitHub, you can create a free personal account by going here: <https://github.com/join>



# Some controls for the e-mails

- <https://connect.archivists.org/home>
  - Login with your e-mail



# Another e-mail for the e-mails

SAA Connect

Jobbsterse, Bookställe, Courses, Actual Meeting, Donate, Sub Home

HOME COMMUNITIES DIRECTORY EVENTS BROWSE PAR

DIRECTORY / MEMBER DIRECTORY / PROFILE

KARIN BREDENBERG

Metadata Strategist, Kommunalförbundet Sydarkivera

MY PROFILE MY CONNECTIONS MY CONTRIBUTIONS MY ACCOUNT MY INBOX

EDUCATION

Share where and when you received your education

400

CONTACT DETAILS

Kommunalförbundet Sydarkivera

MY ACCOUNT

MY INBOX

PRIVACY SETTINGS

EMAIL PREFERENCES

RSS FEEDS

COMMUNITY NOTIFICATIONS

DISCUSSION SIGNATURE

KARIN BREDENBERG

Metadata Strategist, Kommunalförbundet Sydarkivera

MY PROFILE MY CONNECTIONS MY CONTRIBUTIONS MY ACCOUNT MY INBOX

COMMUNITY NOTIFICATIONS

Community notification will be delivered to your primary address.

To receive specific community notifications at an address other than your primary, set override(s) where desired.

**Daily Consolidated Community Digest:** Deliver to your primary address.

**Weekly Consolidated Community Digest:** Deliver on **Monday** to your primary address.

**Discussion Email:** You have no override email addresses for discussion emails. [add override addresses](#)

our primary, set override(s) where desired.

DISCUSSION OVERRIDE EMAIL ADDRESS

Enter the email address at which you wish to receive the discussion email for the selected communities. Remove the address to receive the email at your primary address.

Override email address

enter email address

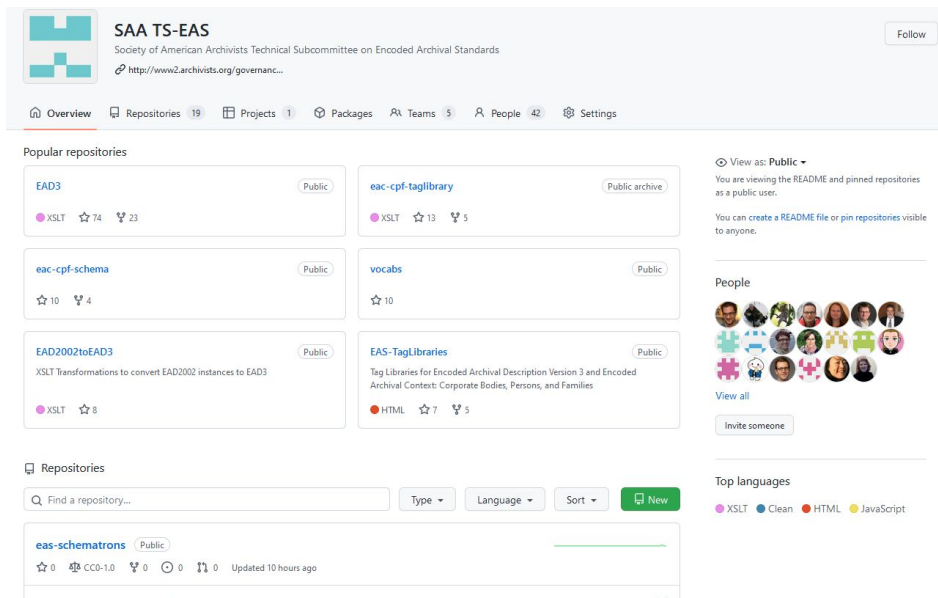
Select community discussions for override address

SELECT ONE OR MORE

Note: Only communities enabled to allow override addresses appear in the list.

SAVE CLOSE

# GitHub <https://github.com/SAA-SDT>



The screenshot shows the GitHub profile page for SAA TS-EAS. The header includes the organization's name, a brief description, and a link to their website. Below the header is a navigation bar with tabs for Overview, Repositories (19), Projects (1), Packages, Teams (5), People (42), and Settings. The main content area is divided into two columns. The left column, titled 'Popular repositories', lists six repositories: EAD3 (XSLT, 74 stars, 23 forks), eac-cpf-taglibrary (XSLT, 13 stars, 5 forks), eac-cpf-schema (Public, 10 stars, 4 forks), vocabs (Public, 10 stars), EAD2002toEAD3 (XSLT, 8 stars), and EAS-TagLibraries (HTML, 7 stars, 5 forks). The right column contains a 'View as: Public' dropdown, a note about viewing READMEs, a 'People' section with a grid of user avatars, and a 'Top languages' section showing XSLT, Clean, HTML, and JavaScript. At the bottom, there is a 'Repositories' section with a search bar and a list of repositories, including eas-schematrons (Public, 0 stars, 0 forks, updated 10 hours ago).

**SAA TS-EAS**  
Society of American Archivists Technical Subcommittee on Encoded Archival Standards  
<http://www2.archivists.org/governanc...>

Follow

Overview Repositories 19 Projects 1 Packages Teams 5 People 42 Settings

**Popular repositories**

- EAD3** (Public)  
XSLT 74 stars 23 forks
- eac-cpf-taglibrary** (Public archive)  
XSLT 13 stars 5 forks
- eac-cpf-schema** (Public)  
10 stars 4 forks
- vocabs** (Public)  
10 stars
- EAD2002toEAD3** (Public)  
XSLT 8 stars
- EAS-TagLibraries** (Public)  
HTML 7 stars 5 forks

**View as: Public**  
You are viewing the README and pinned repositories as a public user.  
You can create a README file or pin repositories visible to anyone.

**People**  
View all  
Invite someone

**Top languages**  
XSLT Clean HTML JavaScript

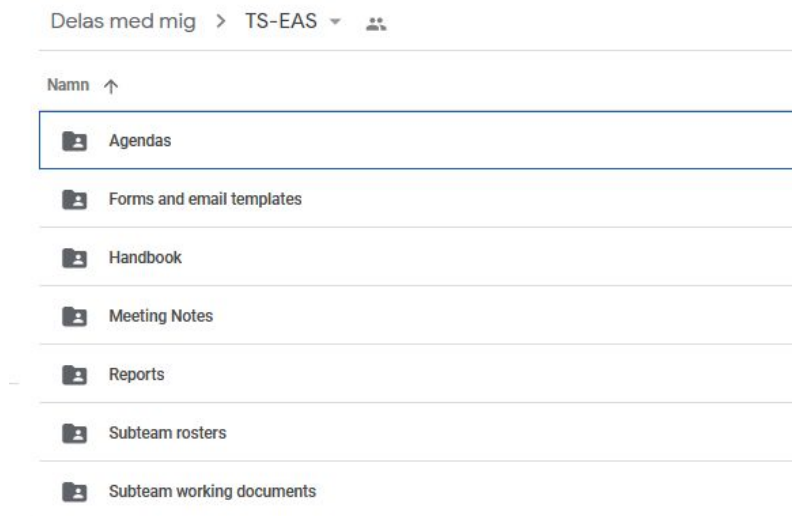
**Repositories**  
Find a repository... Type Language Sort New

- eas-schematrons** (Public)  
0 stars 0 forks 0 issues Updated 10 hours ago

Next steps: make sure we have your **preferred email address** and **GitHub user account name**. If you do not use GitHub, you can create a free personal account by going here: <https://github.com/join>



# Google Drive for TS EAS only



Next steps: make sure we have your **preferred email address** for Google Drive. You will then be added as a user.

# Internal roster list

TS-EAS members and Team Membership ☆ 📁 📄

Arkiv Redigera Visa Infoga Format Data Verkttyg Tillägg Hjälp

Menyer 100% 123 Arial 10 B I A

	A	B	C	D	E	F	G	H	I	J
1	<b>Appointees</b>	<b>Based</b>	<b>Team membership</b>	<b>Email</b>	<b>Drive mail</b>	<b>GitHub name</b>	<b>Term Start</b>	<b>Term End</b>	<b>Timezone</b>	<b>Organisation</b>
2	Mary Samouelian (co-chair)	SAA	EAD	msamouelian@hbs.edu	mary.samouelian@gmail.com	msamouelian	2021	2025		Harvard Business School
3	Karin Bredenberg (co-chair, Functions team lead)	International	EAD, EAC-CPF, EAF, Schema, Outreach	karin.bredenberg@gmail.com	karin.bredenberg@gmail.com	karinbredenberg	2022	2027	CET, UTC+1	Kommunalförbundet Sydkarivara

Do NOT edit any other rows except your own row!!!!



## Links to web pages and email list

- EAC-CPF Official Home Page: <http://eac.staatsbibliothek-berlin.de/>
- EAD Official Home Page: <http://www.loc.gov/ead/>
- EAS (EAD/EAC-CPF) Listserv (electronic discussion list)  
<https://listserv.loc.gov/cgi-bin/wa?A0=EAD>
- EAS (EAD/EAC-CPF) List Subscription Settings  
<http://listserv.loc.gov/cgi-bin/wa?SUBED1=ead&A=1>

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# Updates



## To learn about our work

- A YouTube video from our meeting in August 2024 will be published!
- <https://www.youtube.com/@SocietyofAmericanArchivists>



# Lara: Standards Committee

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# Standards Committee

- New Standards leadership: Lara Michels and Dan Michelson, co-chairs
  - [lmichels@berkeley.edu](mailto:lmichels@berkeley.edu), [dmichelson@smith.edu](mailto:dmichelson@smith.edu)
- Dealing with lots of roster issues for groups within SAA that manage standards
- Many committees and sections will be adding mid-year members and SAA has sent out a request for nominations
- TS-EAS component group request for funding for 2025 SAA meeting submitted to Council
- Standards Committee project for the year involves early work on a road map for standards in SAA. The group is starting this road map project with a survey of the profession about their use of standards as well as needs and desires around standards.

# Janaya: EAS Section

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# EAS Section

- Members:
  - Janaya Kizzie, Co-Chair, 2023-2025
  - Jacqueline Devereaux Asaro, Steering Committee Member, 2023-2025

**Marie: EAC-CPF**

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## EAC-CPF subteam

- Encoded Archival Context - Corporate Bodies, Persons, Families
- Responsible for schema (files) & documentation
- Consists of 8 members, US-based & international
- Meets monthly via Zoom  
1st Thursday, 11:00am/12:00pm UTC  
(i.e. 7:00am EDT/EST, 10:00pm AEST/11:00pm AEDT)



# EAC-CPF subteam

## Maintenance, and looking ahead

- Minor revision, v 2.0.1, released in January 2024
- Preparing to review for alignment with EAD 4.0
- Working with EAC-F and EAD teams toward a suite of standards that
  - Reflect contemporary archival concepts & models
  - Work together to represent relationships among agents, activities & resources
  - Can be maintained collectively

## Documentation

- <https://github.com/SAA-SDT/TS-EAS-subteam-notes/tree/master/eaccpf-subteam>
- <https://eac.staatsbibliothek-berlin.de/>

**Karin: EAC-F**

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# Encoded Archival Context - Functions

- The basics
  - EAC-F is the working name
  - Based upon ISDF
  - Inspiration from RiC (relations and name of relations mostly)
  - Review just closed after an extension
  - Work closely connected with the work in the EAC-CPF Team



## Summary from CfC comments

- 7 responses from around the world
- All 7 gives that we need to create the TL and XML-schema
- Some comments gives that more discussion is needed, for example extending the information regarding the functionAgent with dates



# Notes and report!

- <https://github.com/SAA-SDT/TS-EAS-subteam-notes/tree/master/functions-subteam/meeting-minutes>
- <https://github.com/SAA-SDT/TS-EAS-subteam-notes/blob/master/functions-subteam/committee-updates/20220525-FunctionsTeam.md>

**Kerstin: EAD**

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# EAD subteam

- Encoded Archival Description
- Cares about
  - Schema (files)
  - Documentation
- Consists of 14 members
  - Both US-based and international members



# EAD subteam

- Meets
  - Monthly
  - 4th Friday, usually 1.5 hours, 1:00pm UTC (i.e. 7:00am Central Standard Time, 8:00am EDT/ 9:00am EST, 2:00pm CET/3:00pm CEST, 9:00pm China Standard Time)
  - Virtually via Zoom
  - **Next meeting:** tomorrow, 25 October, if any of the new members would like to join



# EAD and what's going on

- Major revision of EAD
  - Started in 2021 alongside the major revision of EAC-CPF and the development of EAC-F
  - Includes review and updates of the schema and schematron plus the Tag Library
  - Looks to extend the Best Practices Guide with additional and new examples
  - Preview sessions on the draft of EAD 4.0 in January and February 2024
  - First draft of EAD 4.0 schema published in April 2024 along with first draft of schematron and additional documentation
  - First draft of EAD 4.0 tag library published in July 2024 along with further documentation
  - Call for Comments open between 19 April 2024 until last Sunday (11 August 2024)
    - Four open drop-in sessions alongside Call for Comments
    - Four posts on the Descriptive Notes blog alongside Call for Comments



# Find all information

- On the TS-EAS page on the SAA website:  
<https://www2.archivists.org/groups/technical-subcommittee-on-encoded-archival-standards-ts-eas/call-for-comments-revision-of-e-0>
- On the TS-EAS GitHub page:  
[https://github.com/SAA-SDT/TS-EAS-subteam-notes/tree/master/ead-subteam/major-revision\\_2021-2025\\_documents](https://github.com/SAA-SDT/TS-EAS-subteam-notes/tree/master/ead-subteam/major-revision_2021-2025_documents)





# EAD and what's next

- TS-EAS had a two-day hybrid meeting reviewing and discussing feedback received during the Call for Comments
  - Still some issues remaining that need to be reviewed
  - Other issues need some further discussion
  - Status: <https://github.com/orgs/SAA-SDT/projects/1> (includes schema, schematron, Tag Library and Best Practices Guide issues)
- Update draft of EAD 4.0
  - Schema as well as accompanying documentation
  - Probably including a draft standardised transformation towards EAD 4.0 and additions to the EAS Best Practices Guide
  - 2nd Call for Comments to come (timeline will depend on other related strands of work)

# Mark: Schema

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## Subteam overview

- We work closely with and receive instruction from the three other standards subteams within TS-EAS, namely EAD, EAC-CPF, and Functions.
- Our primary goal, then, is to make sure that the decisions made by those standards teams are translated and encoded into machine-readable formats...
- With the aim of making sure that any archival description that finds its way online is easily shareable and reusable as possible.



# Find us on GitHub

- Base schemas
  - <https://github.com/SAA-SDT/eas-schemas/tree/development>
- Best practices
  - <https://github.com/SAA-SDT/EAS-Best-Practices/>
- Schematron
  - <https://github.com/SAA-SDT/eas-schematrons/tree/main>
- Tag Libraries
  - <https://github.com/SAA-SDT/EAS-TagLibraries>



# Membership

- Kerstin Arnold
- Karin Bredenberg
- Martin Critelli
- Mark Custer
- Alex Duryee
- Iris Lee
- Ailie Smith
- ...?

Open to new members, of course!

Currently meet the first Friday of each month

Next meeting is 2024-11-01, 1 p.m. UTC.

If interested in joining, just let us know!

Fun stuff to work on, such as our developing Best Practices web presence, e.g.

<https://saa-sdt.github.io/EAS-Best-Practices/docs/value-ists/addressLineType.html>

# Cory: Outreach and Communications

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## Subteam Responsibilities

- Promote broader awareness of TS-EAS' activities and its work plans, across a range of key stakeholders and audiences
- Liaise with the EAS Section leadership on communications, education, and outreach plans
- Currently meeting monthly on the third Tuesday at 11 AM ET for updates and planning



# Membership

- Cory Nimer
- Glenn Gardner
- Yogita Sharma
- Janaya Kizzie (EAS Section liaison)
- Megan Mummey (Collection Management Section liaison)
- Mary Samouelian
- Karin Bredenbergh





# Current Activities

- Continuing support for TS-EAS webinars and events
- Reviewing available documentation portal content
- Considering options for updating *Putting Descriptive Standards to Work*

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**Full committee  
discussion points or updates**

# Updates

Co-chairs

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# Updates

- ts-eas@archivists.org
  - Updated so mail is sent on to just Karin and Mary
- Call for members
  - Standards has reported in that for TS EAS:
    - 4 reappointments and 2 new SAA and 1 international is needed
  - If your period is ending in 2025 we (Karin and Mary) will contact you!
    - Do you want to continue?
    - We need to know ASAP!
- SAA requested us to update our bylaws with term for co-chairs
  - Current bylaws:
    - “The technical subcommittee shall be composed of between fifteen and twenty-five members (excluding two co-chairs) appointed by the SAA Vice President / President-Elect for staggered three-year terms so that a minimum of three individuals are appointed by the Vice President each year.”
    - No changes suggested, its staggered 3 years for both co-chairs and members



# Updates

- Funding request for our meeting at the Annual meeting has been sent by Standards to Council 17th of October
  - Fingers crossed, after the Council meeting in November invitations can go out
- Revision cycles
  - Step one: alignment of our standards: EAC-CPF, EAC-F and EAD
    - Coordinate teams and timelines
      - Karin and Mary starts the work
  - Step two: hand over package to Standards -> Council
  - Step three: Prepare request for major revision looking into RiC
    - Heads up: We need to keep an eye on the RiC email list, there were a comment on using EAS standards but tweak them a little to fit RiC, information about our planned work will be needed
  - Step four: Revision with alignment according to our assessment of RiC-CM

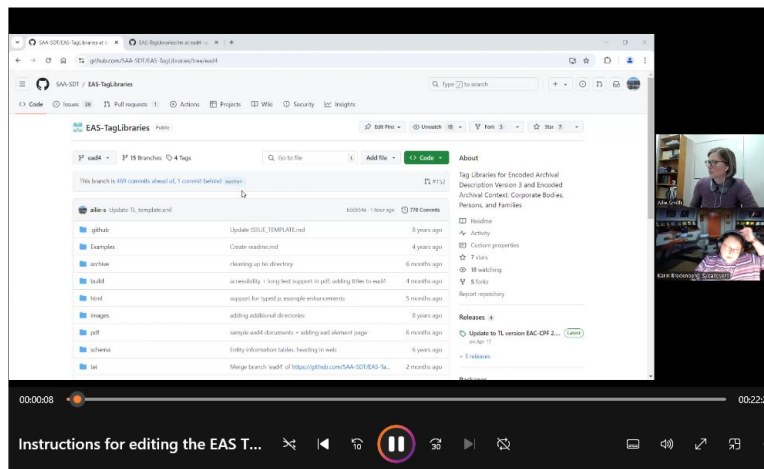
# Recording of TL setup

Karin and Ailie



# Recording only for TS-EAS

- Tack Ailie!



- [https://drive.google.com/file/d/1bmbKO1KjuX72QR68D9BywMDxgNoqG5fd/view?usp=drive link](https://drive.google.com/file/d/1bmbKO1KjuX72QR68D9BywMDxgNoqG5fd/view?usp=drive_link)

# Aid with the EAS value lists

Karin and Kerstin







# Explanations and references needed

- The change in the predefined value lists is moving forward hosted by the BPG
  - Explanations and sources needed
- Look: <https://saa-sdt.github.io/EAS-Best-Practices/docs/value-lists>
- Driver: <https://github.com/SAA-SDT/EAS-Best-Practices/tree/main/docs/value-lists>

Who can aid?

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# Any other business items?

All

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# ALL TS-EAS!

Next all TS-EAS meeting:

- February (aim: time better for members in the timezones with more than +5 from GMT)
- May
- SAA Annual Meeting
- October